

DATA MANAGER JOB DESCRIPTION

EMPLOYER INFORMATION

Name: Humboldt Shipping Co.

Address: 2521 Turk Street, San Francisco, CA 94000

Phone: (555) 555-5555

E-Mail: info@humboldtshipping.com

EMPLOYMENT ELIGIBILITY

Job Title: Data Manager

Reports to: Malik Greene, EVP of Operations

Job Location: San Francisco headquarters

Start Date: Aug. 1, 2021

Job Type: Full-time Part-time Independent Contractor Intern

of Hours: 40+ Hours per week

JOB DESCRIPTION

Humboldt Shipping Co., a leading E-commerce platform, seeks a data manager for our San Francisco headquarters. You will head up data management for various divisions within the company, overseeing a team of two dozen engineers on challenging projects.

RESPONSIBILITIES AND DUTIES

- Establish data use guidelines
- Refine collection methods
- Analyze very large data sets
- Keep up with field developments
- Maintain/monitor security protocols
- Help engineers implement policies
- Identify equipment/budget needs
- Report to firm executives

QUALIFICATIONS / REQUIREMENTS

- Math or computer science degree
- Familiarity with database programs
- Can explain technical issues
- Desire to always keep learning
- Comfort with sensitive information
- Ability to lead complex projects

